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Letter dated 8 November 2006 from the Chargé d'affaires a.i. of the Permanent Mission of Spain to the United Nations addressed to the President of the General Assembly

On behalf of the Executive Board of the United Nations International Research and Training Institute for the Advancement of Women (INSTRAW) and in accordance with article III, paragraph 3 (d), of the Institute's statute, I have the honour to convey the following information.

1. On 2 November 2006, the INSTRAW Executive Board met to consider the implementation of the strategic plan and the programme of work for the period June-October 2006, the Institute's staffing situation and the implementation of the Resource Mobilization Strategy adopted previously (see enclosure I).

2. The Executive Board took note of the activities carried out between June and October 2006 (see enclosure II) pursuant to the workplan for 2006, and expressed satisfaction with the increased visibility of the Institute's work during that period.

3. The Executive Board adopted a draft decision requesting the Director of INSTRAW to carry out further research and training activities, taking the gender perspective into account, in the areas of migration and development, women's political participation and the elimination of violence against women, and to strengthen gender research and training networks in the United Nations system and strategic partnerships with civil society and the private sector.

4. The Executive Board considered the reports on the INSTRAW staffing situation (see enclosure III) and the implementation of the Resource Mobilization Strategy (see enclosure IV).

5. The Executive Board recommends that the General Assembly support the activities of INSTRAW.

On behalf of the Executive Board, I should be grateful if you would have this information circulated, together with the above-mentioned documents, as a document of the General Assembly under item 61 of the agenda of the sixty-first session.

(*Signed*) Iñigo **de Palacio España**
Chargé d'affaires a.i.

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Enclosure I to the letter dated 8 November 2006 from the Chargé d'affaires a.i. of the Permanent Mission of Spain to the United Nations addressed to the President of the General Assembly

Recommendations of the Subcommittee of the Executive Board of INSTRAW on the Resource Mobilization Strategy*

1. In preparation for the next session of the Executive Board of INSTRAW, the Subcommittee – composed of Italy, the Philippines and Mexico- held a meeting on 28 March 2006, to discuss the Resource Mobilization Strategy (RMS) submitted by the Director of INSTRAW for the consideration of the Board in October 2005. The document provided a good basis for the analysis of the suitable funding strategies, including innovative approaches of raising funds for the core activities of INSTRAW. The report also contains useful guidelines to be implemented as part of the overall effort to strengthen the Institute.

2. Taking into account the present political situation and the discussions that will be held in the upcoming months on the mandate review and the system-wide coherence of the UN, which could include the revision of the gender architecture of the Organization, the Subcommittee has drawn up its recommendations and comments to the content of the RMS, bearing in mind the significance of taking steps that will ensure the strengthening and stability of the Institute for the years to come.

3. In this regard, the success of the RMS depends on the full implementation of the Resolution A/RES/60/229 (2005), adopted by the General Assembly last December, which emphasized the need to enhance the visibility of INSTRAW and its efficient coordination with other UN bodies and organizations.

Critical importance of visibility and information dissemination

4. Enhanced visibility must be considered as the key pre-condition and enabler for an effective fund-raising strategy. Visibility and fund-raising should be seen as two sides of the same coin. The issue of visibility is partially captured in the Director's report, where it makes reference to the need to make "INSTRAW deliverables [...] more visible, competitive and attractive to the public around the world".

5. The success of resource mobilization efforts for INSTRAW, particularly for its core operations, is predicated upon the significance that governments and other entities attach to the organization's functions and programmes. While there has been broad recognition in the international community of the importance of gender research and training, there remains a lack of awareness of the role that

* Previously issued under the symbol INSTRAW/EB/2006/R.2 (English, French and Spanish only).

INSTRAW can play in enhancing perspectives and programmes on women by national gender entities and United Nations agencies. Therefore, the positive correlation between INSTRAW's visibility and resource mobilization cannot be overemphasized.

6. In recent years, INSTRAW has exhibited increasing visibility through direct contacts by the Director with Member States, particularly through bilateral consultations and in the context of international meetings and events on women. The regular sessions of the Executive Board provide a comprehensive view of the work of the organization and thus facilitate awareness. However, current levels of core funding support still point to a critical need for more extensive efforts to reach a wider audience and deepen the degree of awareness of its projects. In this regard, the Executive Board may wish to consider the usefulness of stepping up information dissemination efforts through the publication of the results of INSTRAW's projects through manuals, handbooks, concept papers and journals, and their strategic circulation with a view to achieving maximum exposure and usefulness to stakeholders, particularly governments.

Recommendations

7. It is observed that is has been easier for INSTRAW to collect funds for specific projects, rather than for its core resources. Bearing this in mind, projects and their budgets should be structured in a way that can be instrumental to INSTRAW general interests in terms of visibility.

8. Given the availability of funds dedicated to projects, INSTRAW could maximize these project funds by considering allocating a publication/communication component in every project, so that project results and findings can be disseminated more widely and would not confined only to the website. Such a component would not only promote awareness of the specific project, but also assist the overall visibility campaign of INSTRAW. Embedding the visibility costs in each project would also lift the pressures of funding visibility efforts from available core resources.

Coordination with United Nations agencies and other organizations

9. Another crucial aspect related to visibility, and popularity, is the need to build truly cooperative and harmonious relations with the other bodies being part of the UN gender machinery, in particular UNIFEM and DAW. It is in the interest of INSTRAW to reach a solid common understanding with such bodies and to fully respect a coherent division of labour, consistent with the respective mandates. In this regard, it is fundamental for INSTRAW to focus on the implementation of its mandate as established and updated by the General Assembly and build a comparative advantage in niche areas of work, where it can be undisputedly perceived as the focal point within the UN system. The recent work on gender and remittances is a good example of such approach, to be further emphasized with the membership and the general public.

10. The gender architecture in the United Nations gives rise to many opportunities to interface the work of several agencies working on gender issues. Nonetheless, because gender issues require mostly a multidisciplinary approach, there can also be a tendency for mandates and functions to overlap and duplicate. INSTRAW will need to work closely with other UN agencies to see how it can make readily available its research and training expertise to the other agencies. For instance, INSTRAW can supply research gaps and other missing data and information, provide different perspectives and analyses of present issues or undertake wholly innovative research topics on women that agencies can use in the course of their work.

11. Furthermore, the tendency to misconstrue the work of INSTRAW as duplicative of other agencies can be addressed if INSTRAW can capitalize on its distinct role as information provider, with a particular focus on charting innovations in gender perspectives and analyses. Establishing the niche of INSTRAW in this regard would also necessitate that it be a step ahead in terms of thought and approach in the context of emerging and future issues.

Resource Mobilization Strategy (RMS)

Objective

12. The purpose of the Resource Mobilization Strategy is to facilitate the mobilization of adequate resources for INSTRAW, and thereby increase the Institute's capacity to fulfill its mandate in working towards the achievement of gender equality and the advancement of women worldwide.

13. The specific objectives of the strategy are as follows:

a) To create a more secure and sustainable resource base for the Institute that will allow INSTRAW to comply with its mandate to carry out research, training and capacity building activities aimed at improving women's lives;

b) To stabilize, increase and make more predictable the financing of INSTRAW activities from traditional and non-traditional sources;

c) To broaden the donor base within the governmental and non-governmental sectors;

d) To stimulate creative fund-raising, including collaboration with the business community and the general public and the use of the Internet.

Rationale

14. Resource mobilization has become an increasingly important activity for INSTRAW, given that the Institute's core income has stagnated in recent years. And yet this has happened at a time when INSTRAW is expected to undertake an increasing variety of activities in order to comply with mandates from the General Assembly and ECOSOC and for implementing its Strategic Plan for the period 2004-2007 as approved by the Executive Board.

15. In order to secure stable, adequate and predictable funding for INSTRAW, the Subcommittee believes that the following external and internal factors should continue to be taken into consideration:

External Context:

- The Millennium Development Goals (MDGs) are a major force in resource mobilization for all agencies and organizations involved in contributing to the attainment of these goals.
- Evolution of the number of key stakeholders in the global women's issues sector, including the sister agencies and institutions within the UN System that place priority on gender issues and seek funding to improve women's conditions in health, labour, trafficking, etc.
- In coming to grips with the complexity of global resource flows, INSTRAW must optimize its role as a recognized leader in strategic and innovative approaches towards achieving gender equality and making a difference in women's lives.
- In mobilizing voluntary resources for improving women's lives INSTRAW needs to find common ground with its partners, identifying areas where the human development agenda intersects with the political agenda and in the case of private sector partners, it will need to identify where women's interests intersect with the profit making agenda, and with the corporate social responsibility movement.
- In seeking funds for its activities, INSTRAW must compete with a growing number of organizations.

Internal Context

- Efficient implementation of the Strategic Plan and delivery of the Institute's mandate;
- Increasing donor confidence through effective/efficient delivery of the INSTRAW programme of work and project execution;
- Demonstrated accountability and efficient use of available resources;

- Adoption of a Results-Based Management approach in the Institute's operations;
- Delivery of clearly-identified results and their contribution to the attainment of the Millennium Development Goals;
- Making INSTRAW deliverables, such as projects, research initiatives, training activities, publications, campaigns, etc., more visible, competitive and attractive to the public around the world;
- Strategic, continuous dialogue with major donors, giving due recognition to donors for their contributions;
- Improved reporting and information on the implementation of projects to all partners;
- Broader participation of the Executive Board in the planning and financing aspects of the Institute;
- More active involvement of non-State actors, such as non-governmental organizations, foundations and the business community, in the planning, implementation and financing of INSTRAW initiatives;
- Effective use of creative approaches and innovative resource mobilization techniques with non-traditional donors;
- Ongoing "environment scanning" to understand the challenges and difficulties that INSTRAW and all other UN System agencies face in fund raising.

16. INSTRAW funding has come from Governments, NGOs and the United Nations System Agencies. The following section includes a review of the traditional and non-traditional funding sources with proposed actions for each as well as actions needed to strengthen the institutional capacity of INSTRAW in order to implement its Resource Mobilization Strategy.

Funding of INSTRAW activities from traditional sources

17. According to Article VI paragraph 1 of INSTRAW Statutes, the activities of the Institute are funded "by voluntary contributions from States, inter-government and non-government organizations, foundations, including the United Nations Foundation, private sources and other sources". Traditionally, Governments have been the major source of funding for INSTRAW's activities. It is expected that Governments will continue to be the most important players in the long-term process of ensuring adequate, stable and predictable financial resources for INSTRAW. Therefore, a priority for the Institute will be to seek increased contributions from Governments. This will ensure that INSTRAW has the capacity to implement its programme of work. Additional earmarked contributions by donor Governments in support of specific projects will also continue to be encouraged. Working on the basis of the proposals contained in the RMS in document INSTRAW/EB/2005/R.6, the Subcommittee recommends that the Board consider the following actions:

Actions that could be taken to increase funding from traditional sources

- Organize strategic meetings and ensure continuous dialogue between INSTRAW and Governments on the financing and implementation of activities;
- Encourage Governments to provide voluntary contributions in order to ensure that a minimum of core activities are conducted without interruption and are not solely dependent upon the project cycle;
- Broaden the donor base within the governmental sector and stimulate contributions to the Institute from Governments which have stopped contributing or have not previously contributed;
- Generate other types of donor Government support, such as long-term earmarked contributions and strategic in-kind contributions for the organization of meetings, special events, funding of interns and consultancy posts;
- Organize consultations with countries willing to consider additional earmarked

contributions in support of selected INSTRAW projects;

- Strategically plan and systematize financial and programme/project partnerships with regional and global funding mechanisms, such as other UN Agencies and programmes; the United Nations Development Fund and the United Nations Foundation.
- Establish streamlined mechanisms to secure funding in an expeditious manner including facilitating internal UN Secretariat processes and providing models and legal guidelines for memos of understanding with different stakeholders such as UN system, governments, NGOs, private sector, etc.

18. Whereas it is important to consider the advisability to seek a stable appropriation for INSTRAW from the United Nations regular budget, it is important to note that this would suppose a reform to the statutes of the Institute, which would have to be approved by the Executive Board and then submitted for adoption of the General Assembly.

19. In this regard, while the Subcommittee endorses the need for continued and enhanced dialogue between INSTRAW and governments, primarily the donor governments, it would be important to take into account at this time the future of INSTRAW in the context of ongoing United Nations reform processes, particularly the evaluation of the present gender architecture. This way, governments would be in a better position to gauge and focus their commitments towards various aspects of the United Nation's gender work, including necessary support to gender research and training.

Funding of INSTRAW from non-traditional sources

20. INSTRAW needs additional funding in order to implement its mandate more fully and to carry out its activities. To increase contributions from non-traditional sources, INSTRAW should actively develop new approaches towards and seek support from non-State actors, on the basis of some of the successful strategies undertaken by other international organizations, such as the United Nations Children's Fund (UNICEF).

21. This would mean strengthening INSTRAW resource mobilization activities involving non-governmental organizations, major groups, local authorities, private sector corporations, banks, small businesses, non-profit organizations, foundations, service organizations and individuals in a position to assist INSTRAW to achieve its mandate. These activities will stimulate greater awareness of INSTRAW, and facilitate new contributions in support of the organization.

22. Working on the basis of the proposals contained in the RMS in document INSTRAW/EB/2005/R.6, the Subcommittee recommends that the Board consider the following actions:

Actions that could be taken to increase funding from non-traditional sources

- Develop relationships with non-governmental partners and potential donors from the private sector;
- Develop initiatives and special events with the potential to attract funds;
- Employ innovative approaches in fund-raising from the general public;
- Establish contacts with mechanisms such as national foundations in order to attract funding that could be tax-deductible;
- Facilitate the social marketing of projects and products by using campaign logos and names;
- Seek support for INSTRAW projects with members of the "Global Compact" through appropriate high-level channels;
- Organize income-generating activities in collaboration with partners and within the rules and regulations of the United Nations;

- Mobilize resources and generate support for INSTRAW special events such as creating advocacy groups such as "Friends of INSTRAW";
- Pursue fund-raising efforts on the Internet;
- Act as a facilitator for networking initiatives and joint research projects involving local authorities and academic/research institutes from both developed and developing countries. This could further stimulate the interest of the said entities for INSTRAW activities and funding requirements.
- Establish streamlined mechanisms to secure funding in an expeditious manner including facilitating internal UN Secretariat processes and providing models and legal guidelines for memos of understanding with different stakeholders such as UN system, governments, NGOs, private sector, etc.

Institutional Strengthening for Resource Mobilization

23. To achieve a higher level of funding stability, INSTRAW should strengthen its relations with many stakeholders within the UN System as well as in other sectors. Within the UN System the support of Member States, as well as the personal support of the Secretary-General are crucial elements for ascertaining that appropriate funding is obtained.

Institutional enhancement strategies by Member States and other relevant stakeholders:

24. In order to support the efforts for enhancing the visibility of the Institute, the Executive Board could assume leadership and proactive actions in promoting the work and projects developed by INSTRAW at an international and regional level. Likewise, the members of the Executive Board could seek to ensure a transparent and inclusive dialogue between Member States and the gender bodies of the UN, in particular INSTRAW, during the mandate review and system-wide coherence negotiations.

25. Additionally, the members of the Executive Board should promote INSTRAW's participation in the relevant UN meetings related to gender issues and/or areas of work developed by the Institute.

26. In order to contribute to a broader participation of Member States in the Executive Board, including those who had not expressed an open support for the strengthening of INSTRAW, it is important to maintain its role in policy-making, in formulating recommendations and in considering new methods to improve the financial situation of the Institute, with a view to ensuring its operational effectiveness.

27. The Resource Mobilization Strategy would need to be as inclusive as possible. Strategies that tend to assign fund-raising promotion solely to a select group of governments could counter efforts in encouraging other governments to be involved in broadening the financial support base.

28. In addition, the Secretary-General could support fund-raising for INSTRAW, participating in specific events and activities as is customary.

Institutional enhancements strategies by the INSTRAW Secretariat::

- Establish an area specifically dedicated to resource mobilization and fund-raising activities, within the established rules and regulations and with the necessary human resources. This area would: (i) permanently scan the external environment; (ii) include accurate donor profiling to maintain the ability to focus on identified priorities and emerging critical issues related to the advancement of women; and (iii) maintain close coordination with other UN Agencies and the Secretariat to establish partnership and joint ventures to mobilize resources and raise funding for the Trust Fund.
- Update projects proposals and profiles to maintain an up-to-date project portfolio and to follow up, on a regular basis, the status of projects submitted for funding.

- Maintain personal and permanent contact with key stakeholders in the government and non-government sectors to provide information on programmes, projects, activities and resources implementation.

Budget Targets and Key Determinants of Financial Stability

29. Over the coming mid-term period 2007-2010, INSTRAW should focus on achieving a target of Trust Fund Reserve of 3 to 5 million dollars and an annual 5-10 per cent increase in financial resources for successful project implementation.

30. The achievement of strategic targets in resource mobilization will depend on the donor's attitude towards gender equality and on the decision to strengthen the institutional development of INSTRAW.

31. The capacity of INSTRAW to raise funds depends on the following factors:

- Active and effective support and involvement of the Executive Board Members and their Governments, as well as other States that benefit from specific projects of INSTRAW;
- Willingness of donors, especially UN Members, to increase funding in order to strengthen the Institute;
- Commitment from the UN System;
- Efficient networking with donors and supporters of INSTRAW;
- Efficient mechanisms and regulations for receiving funds from traditional and non-traditional sources;
- Streamlining operations with UN Secretariat for receiving funding;
- Internal structure and funding for Resource Mobilization;
- Focusing on few high-impact areas of work;
- Full delegation of authority to the Institute to administer funding consistent with Results-Based Management, as well as to employ new approaches, initiatives and fund-raising techniques to stimulate aggressive fund-raising.

Enclosure II to the letter dated 8 November 2006 from the Chargé d'affaires a.i. of the Permanent Mission of Spain to the United Nations addressed to the President of the General Assembly

Implementation of the programme of work for the period June – October 2006*

Progress report on the International Research and Training Institute for the Advancement of Women

Report by the Director of the Institute

I. Introduction

1. The present report contains information on the activities undertaken by INSTRAW in the implementation of its work plan for 2006 (INSTRAW/EB/2005/R.3/Rev.1). This report covers activities undertaken during the period from June to October 2006.

II. Technical Strategic Areas

A. Research

2. The priority areas identified by INSTRAW for the implementation of research activities during 2006 were: (i) gender, migration, remittances and development; (ii) governance and women's political participation at the local level; and (iii) gender and security.

(i) Gender, migration, remittances and development

3. During the period under review INSTRAW continued its research activities in the area of gender, migration, remittances and development.

4. The Dominican Republic case study "Gender, Remittances and Development: The case of women migrants from Vicente Noble, Dominican Republic" was published in September 2006 in English and Spanish.

5. The results of this case study were featured at a Panel Discussion - "Exchanging Change: Gender, Migration and Remittances" held on 12 September in collaboration with New School University in New York. Joining INSTRAW and New School University personnel as panelists were representatives from UNDP, UNICEF and Fonkoze, a micro-finance institution offering financial services to the rural-based poor.

6. Based on the experience of the case study in the Dominican Republic, INSTRAW's methodology for remittances studies has been revised and finalized in order to be used in a series of other similar case studies.

7. INSTRAW's methodology was used in a project initiated in Colombia on "The impact of remittances in Colombia from a gender perspective" This is a joint project with UN agencies and other relevant partners, including the International Organization for Migration (IOM) in Colombia, the United Nations Population

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Fund (UNFPA), ALMA MATER and a group of organizations in Colombia. INSTRAW provided the research methodology for the project and conducted the field work (interviews with remittance senders) in Madrid. The data collected is currently under analysis and review.

8. INSTRAW signed an agreement with the International Fund for Agricultural Development (IFAD), which provides funds (US$158,000) for the project entitled "The gender dimensions of remittances: their flows, uses and development impacts in the Philippines". Also collaborating in the project is the Filipino Women's Council. Among the objectives of the project are: to assess the impact of remittances sent by migrants (women and men) on household food security and community development in rural areas in the Philippines; to support capacity-building activities promoted by associations of migrants in order to improve the living conditions of Filipino migrant women and men in Italy; and to increase awareness of Filipino migrants (women and men) for promoting rural development in their communities of origin and available alternatives for sending remittances. Activities in this fourteen-month project were initiated in October 2006.

9. INSTRAW is to receive partial funding from UNFPA for a case study on gender and remittances in Guatemala and for one on the Southern African region.

10. The Institute is partnering with the South African Institute of International Affairs (SAIIA) in the Southern African project. The objectives of the project are: (i) to assess the impact of remittances sent by migrants from South Africa to their communities of origin on concrete issues such as household food security and community development; (ii) to support capacity-building activities promoted by migrant associations in order to improve living conditions of migrant women and men in South Africa; and (iii) to increase awareness among migrants in South Africa of the potential for promoting rural development in their communities of origin and available alternatives for sending remittances.

11. Proposals for similar case study projects in other countries and regions (Bolivia, Chile, Ecuador, and Morocco,) are currently being considered for funding by various potential donors.

12. The series of case studies on gender, migration and remittances will produce specific guidelines, tools and other materials in order to integrate gender into the programmes, projects and materials of key stakeholders with initiatives linking remittances and development. Additionally they will contribute to a deeper analysis of the issue and provide comparative data in order to better design programmes, projects and policies aimed at improving women's lives.

13. In connection with INSTRAW's work on gender, migration and remittances, the Institute participated in numerous preparatory meetings for the High-level Dialogue on International Migration and Development. Among these are the DESA Symposium on International Migration and Development (Turin, 28-30 June 2006); the Panel discussion on International Migration and Development (Geneva, 4 July 2006); and the ECOSOC roundtable ministerial breakfast on the "Gender Dimensions of Labour Migration" (Geneva, 5 July 2006). In addition, the Institute participated and presented its work on gender and remittances at the Ibero-American meeting on Migration and Development (Madrid, 17-18 July 2006); and the Regional Consultation on Migration, Remittances and Development in Latin America and the Caribbean (Santo Domingo, 27-28 July 2006). INSTRAW also collaborated in organization of the latter.

14. During the High-level Dialogue on International Migration and Development (New York, 14-15 September 2006), INSTRAW was invited to participate in Round Table No. 3 on "Multidimensional aspects of international migration and development, including remittances".

(ii) Women's political participation

15. The Institute continued with activities in the project "Strengthening Governance with a Gender Focus and the Participation of Women at the Local Level" [Fortalecimiento de la Gobernabilidad con Enfoque de Género y la Participación de las Mujeres en el Ambito Local] funded by the Spanish Agency for International Cooperation [Agencia Española para la Cooperación Internacional] and other partners.

16. With funding from the Government of Mexico – through Inmujeres - activities for the first phase of the project have been completed in Mexico. These activities included the development materials for strengthening the capacities of the project partners, namely: (i) the "Agenda desde lo local" [Agenda from the Local Perspective] and ii) a leadership guide for women's political participation at the local level. More information on

these materials can be found under the Capacity-Building section (see paragraphs 36 and 37).

17. In August, a comprehensive website for the project was launched – http://www.un-instraw.org/participacionpolitica. The objectives of the site are to: (a) build up a body of knowledge on governance and women's political participation at the local level in Latin America; (b) facilitate the exchange of information and build up networks among stakeholders; (c) develop and disseminate tools and other capacity-building materials; (d) sensitize public opinion; and (e) ensure transparency in the implementation of the project activities.

18. The website presents a wealth of information including comprehensive profiles of each of the project countries. These profiles include information on municipal associations; national women's associations and organizations; indigenous associations and organizations; research institutes; national machineries for women, international cooperation and donor activities; and informative documentation. Also available on the website are all the project-related documents, a bibliography and links. In addition to providing access to all relevant project information and documents, this website also provides a space for the project researchers in each of the countries to share their work and collaborate in the project activities and findings.

19. Among the project documents available are: "Political Participation of Women at the Local Level in Latin America", "New local gender machinery in Latin America", and "Participation of Indigenous Women in Governance Processes and in Local Government (Bolivia, Colombia, Ecuador, Guatemala and Peru)".

20. The first study begins by placing women's political participation at the local level within the context of decentralization processes, the advancement of women's rights and problems that still persist. In an analysis of electoral systems, the positive and negative consequences of each system are presented along with a discussion of quota systems. One chapter contains quantitative information on women in political positions at the local level along with an analysis of the difficulties and limitations for the collection of data on a regular basis, while the next presents qualitative research on women's experiences in elective posts. The study includes information on the role of women's associations and networks while the final chapter examines the political participation of indigenous women.

21. The second study examines the new gender machinery at the local level that has emerged from decentralization processes. It warns of the adverse effects of decentralization, including the lack of adequate support and resources leading to municipal crises in which women are burdened with unremunerated work and community service. Nevertheless, the study also points out that decentralization can represent opportunities for the participation of women's associations and organizations. Also reviewed in this study are public policies for gender equality at the local level and the instruments that facilitate engendering of municipal agendas. Finally the study contains a tool kit for strengthening policies and institutionalism at the local level.

22. The third study aims to link previous discussions on women's rights and citizenship, gender, and empowerment with the presentation of data on the political and social participation of indigenous women in the five selected countries. It examines mechanisms such as quota systems and points out the fact that although such mechanisms are essential they do not resolve problems of representation for indigenous populations. Also included in the study are lessons learned and recommendations for future research and capacity building for indigenous women.

23. INSTRAW is at present finalizing a series of diagnostic studies analyzing the current situation of women's political participation at the local level in the project countries and the capacity-building needs of the project partners. These studies are to be published in early 2007.

24. Within the scope of the project, INSTRAW is promoting the development of national agendas in each project country. The research and diagnostic studies will be shared and discussed with all stakeholders (municipal women's networks, local machinery for women, political parties, etc.) in each of the project countries as inputs towards the development of the agenda and the determination of capacity building needs.

25. A meeting was held with the Central American Council of Women Ministers [Consejo de Ministras de la Mujer de Centroamérica – COMMCA] (Panama, 25-26 May 2006) in order to coordinate INSTRAW's

project activities with the COMMCA Strategic Plan 2006-2009. The Spanish Minister of International Cooperation, Ms. Leire Pajín, participated as the keynote speaker.

26. The meeting culminated in an agreement that was signed by Ministers from Costa Rica, El Salvador, Guatemala, Honduras, Mexico, Nicaragua, Panama, and INSTRAW. The Spanish Minister of International Cooperation signed the agreement as a witness.

27. In connection with the Institute's work in governance and women's political participation, INSTRAW took part in a number of meetings among them: the Ministerial meeting of the Organization of American States (Dominican Republic, 4-6 June 2006); 6th European Ministers Meeting on Equality between Men and Women (Sweden, 8-9 June 2006); the 2006 Global Summit of Women (Egypt, 10-13 June 2006); and the meeting of the Board of Directors of the ECLAC Regional Conference on Women (Chile, 3-4 October 2006) and the Ministerial Workshop on Women and Gender Parity (Chile, 5-6 October 2006). INSTRAW was invited to participate in the Gender Commission of the Latin American Parliament - Parlatino (Chile, 23-25 August 2006).

28. INSTRAW also participated in the Workshops on Gender and Local Development aimed at familiarizing elected women politicians with gender concepts, women's agenda at the local level (Dominican Republic, 12 July 2006).

(iii) Gender and Security

29. "Securing Equality, Engendering Peace: a guide to policy and planning on women, peace and security" has been published in English and Spanish. This guide is intended to serve as a resource for governments and organizations that are drafting plans of action on the implementation of Security Council Resolution 1325, taking into account gender and women's issues in policies and programmes that address security issues. The guide was officially launched on 21 September 2006, International Day of Peace, and was most recently used as resource material for a workshop with national-level actors on women, peace and security programming as part of the 6th anniversary of SCR 1325. The guide is available on-line through the Institute's website.

30. The Institute has published online the *Gender, Peace and Security Directory* which is intended to: (i) provide up-to-date information on gender, peace and security research institutions in order to facilitate research, networking, the exchange of materials and ideas, and encourage students to pursue studies in this field; and (ii) support the full implementation of United Nations Security Council Resolution 1325 on Women, Peace and Security (2000) as well as the Beijing Declaration and Platform for Action (1995). The searchable Directory includes over 100 institutions, many of which are also participating in INSTRAW's Gender and Security Sector Reform network.

31. INSTRAW has prepared a project for the Logistics Support Division of the Department of Peacekeeping Operations (DPKO) aimed at increasing the recruitment of women. Through the project INSTRAW will identify mechanisms and tools to increase the pool of female candidates applying for advertised logistics posts both at headquarters and field missions. This project will be finalized and the recommendations presented to DPKO in 2006

32. The INSTRAW tool on "Programming an effective and appropriate response to violence against women at the level of the public security sector" [in Spanish] developed as part of the UNDP Manual on Security Sector Programming in Latin America, was presented to the International Seminar on Institutional Policies for the Elimination of Violence Against Women, sponsored by the AECI Training Center for Spanish Cooperation and the Special Delegation to Eliminate Violence against Women of the Colombian Government (Cartagena, 4-8 September 2006). High demand for capacity-building in this area arose and the Institute is preparing additional capacity-building programmes utilizing the INSTRAW tool.

33. In June 2006, INSTRAW signed an agreement with the Pan American Health Organization (PAHO), the United Nations Development Programme (UNDP), the United Nations Population Fund (UNFPA), and the United Nations Development Fund for Women (UNIFEM) for the 2006 international campaign "16 Days of Activism against Gender Violence". This agreement stipulates the terms of the 2006 campaign – Advance Human Rights, End Violence against Women – which INSTRAW is helping to publicize at the national and local levels through its website and other networks.

34. INSTRAW was part of the Task Force for the Preparation of the Secretary General's Report on Violence against Women (A/61/122), which was presented to the Third Committee of the General Assembly in October 2006. As part of this presentation, the Division for the Advancement of Women organized a display at UN headquarters, to which INSTRAW contributed various materials.

B. Capacity Building

35. During the period under review, the Institute's Training Strategy was drawn up and documented. Among the objectives of the Strategy are: (i) prepare and develop training programmes and materials based on lessons learned from INSTRAW's applied research and knowledge management; systematize and disseminate lessons learned from the Institute's applied research; (ii) incorporate new technologies such as e-learning into training processes; (iii) stimulate positive changes for achieving gender equality in areas such as women's political participation, security and peace, migration and remittances; and (iv) strengthen the capacities of the Institute's work team through training in new technologies and other issues.

36. In August, INSTRAW launched the first "wiki" devoted specifically to gender training and capacity building. Wiki is an interactive information system through which NGOs, associations, research institutions, governmental institutions, United Nations agencies and the private sector can announce their courses, publications and other gender training materials. Initially launched in English and Spanish, the INSTRAW Gender Training Wiki will soon be made available in French. Since its launch in August 2006, the Wiki has received over 14,000 visitors and has been announced on many other websites, including the World Bank's Gender and Development Gateway and ELDIS, among others.

37. With funding from the Government of Mexico – through Inmujeres - INSTRAW developed two capacity-building materials: (i) the "Agenda desde lo local", which is a tool with relevant indicators for local governments to rank and self asses the implementation status of their plans and includes gender as a central piece in order to achieve social equality and sustainability within local governments. The Agenda has been further enhanced by the inclusion of gender issues and promotes a conceptual framework by which gender mainstreaming is conceived as a good practice in governance; and (ii) a leadership guide for women's political participation at the local level. The guide for leadership includes a trainer's guide in addition to the package of four modules for the training of participants. The training package provides concepts, tools and other materials aimed at improving women's leadership at the local level.

38. The leadership guide for women's political participation at the local level was further adapted to the context of the Andean region and tested during a five-day workshop conducted in Bolivia (La Paz, 9-13 October 2006). After having been tested in both the Central American and Andean regional contexts, the training materials are now ready to be used in all the project countries.

39. In July, INSTRAW signed a Memorandum of Understanding with the United Nations Institute for Training and Research (UNITAR). Among the objectives of the Memorandum is increased mutual cooperation to ensure the full and accelerated implementation of the Beijing Declaration and Platform for Action as essential steps towards achieving the internationally agreed development goals including those contained in the Millennium Declaration.

40. Among the immediate outcomes from the signed Memorandum are: collaboration in the UNITAR initiative "Global Leadership Forum on Gender Equality in Cities" which is scheduled for launching in November 2006; and activities in e-learning. Regarding the latter, UNITAR will make their e-learning portal available to INSTRAW.

40. The Institute, the Dominican Network of Journalists with a Gender Perspective and the College of Dominican Journalists organized a two-day workshop for local reporters (30-31 August 2006, Santo Domingo). The theme was "Towards a More Democratic and Inclusive Journalism: How to manage information with gender equity". Through practical exercises and case studies, the participants received advice on how to cover issues with a gender perspective and how to avoid sexist language when writing news articles.

42. The preparatory activities for the workshop stressed the scarcity of gender training materials in Spanish for reporters in the Latin American region. In response and in the light of the successful experience

in this workshop, the Institute is undertaking the development of gender training packages for media in Latin America in collaboration with strategic partners such as the Inter Press Service (IPS) news agency.

INSTRAW's internship programme

43. During the period under review, the Institute received one volunteer (Moroccan) and an additional nine interns of various nationalities (Canadian, Finnish, French, Spanish, Swedish, and USA). The Canadian intern is sponsored by CANADEM as part of the Government of Canada Youth Employment Strategy with contributions from Foreign Affairs Canada and Canadian International Development Agency (CIDA).

C. Information and Communication

44. In celebration of INSTRAW's 30th anniversary, the Institute collaborated with Cinemateca Dominicana to present an International Women's Film Festival. During a two-week period (7-20 September 2006) a total of 30 films were presented on gender and women's issues structured around themes such as migration, work, war, youth and leadership. The selected films were produced in numerous countries including: Afghanistan, Brazil, Cameroon, Canada, China, Colombia, India, Mexico, Spain and the United States of America.

45. The INSTRAW case study on remittances in the Dominican Republic was launched on 5 September 2006 in preparation for the High-Level Dialogue on International Migration, and has since received wide media (press, radio and internet) coverage at both the national and international levels. The INSTRAW Director was interviewed by CNN Español.

46. Through the cooperation of the Government of Mexico, three of INSTRAW's studies are being printed in Spanish. These studies are: *Gender, Remittances and Development: The case of women migrants from Vicente Noble, Dominican Republic*; the INSTRAW methodology developed for research on gender and remittances; and *Securing Equality, Engendering Peace: a guide to policy and planning on women, peace and security SCR 1325*.

47. Due to INSTRAW's efforts in continually expanding and updating its website with new information and content, the number of visitors to the website continues to increase. In April the target of one million visitors was achieved. In July, August and September 2006, more than one million visitors per month consulted INSTRAW pages and downloaded INSTRAW materials (see Annex I for graphs).

48. In October 2006, INSTRAW launched a searchable Gender Research Guide on its Website, which provides resources to facilitate the integration of gender issues into research projects and programmes. The guide features a searchable database of materials and methodologies, a how-to guide for gender research, a glossary, and other background documents.

III. Institutional Development

49. During the period under review, the Institute has continued with activities aimed at strengthening the position of the Institute through partnerships with other relevant entities. Within the UN system, INSTRAW has signed agreements with DPKO, IFAD, IOM-Colombia, MINUSTAH and UNITAR in addition to a joint agreement between INSTRAW and PAHO, UNDP, UNFPA and UNIFEM.

50. Most of these agreements entail funding for specific projects as follows: Department of Peace Keeping Operations (DPKO) – funding for INSTRAW's advisory services aimed at increasing the participation of women in peacekeeping operations (see paragraph 30); International Fund for Agricultural Development (IFAD) - funding for the Philippine case study on gender and remittances (see paragraph 8); and IOM-Colombia – funding for INSTRAW's activities within the Colombian case study on gender and remittances (see paragraph 7). The agreement with UNITAR is broader in scope and provides a platform from which more specific activities can be launched (see paragraphs 38-39).

51. The Memo of Understanding between INSTRAW and the United Nations Foundation to facilitate INSTRAW's fund-raising activities from the private sector is under consideration of authorities in the UN Secretariat.

52. In August, INSTRAW received US$241,236 from the Dominican Republic in payment of past amounts due. The cheque was officially presented to the INSTRAW Director by the Dominican Minister for Women's Affairs.

53. In September INSTRAW received a contribution of US$100,000 from the Government of Mexico for

activities related to the Institute's Institutional Development project.

54. INSTRAW has continued collaborative efforts with members of the UN system in Santo Domingo and civil society organizations. In this regard, these organizations have held numerous meetings at the Institute's conference room facilities.

Administration and Support Services Unit

Financial aspects

55. Further to the information provided to the Executive Board during its third Session, as at 31 August 2006, the reserves and balance of the Institute's Trust Fund was estimated at US$1,313,100.00 (see Table 1). Tables 2 and 3 contain information on the Institute's expenditures incurred in 2005 and thus far in 2006.

56. The flow of voluntary contributions to the Trust Fund amounts to US$145,440 thus far during 2006. In kind contributions during the period January – September 2006 have amounted to US$182,168.22.

57. The Institute has also received the amount of US$90,549.00 deriving from project support costs of extra-budgetary projects being implemented during 2006.

58. The resources currently available at the Institute's Trust Fund will allow INSTRAW's operations through the end of the year 2006.

59. During its third session, the Board approved the Work Plan and Operational Budget for 2007 (INSTRAW/EB/2006/R.4/Rev.1) which requires the amount of US$1,589,349 for its implementation, and which was authorized by the General Assembly in its resolution 60/229 of 2005.

Table Trust Fund for International Research and Training Institute for the Advancement of Women (WRA,WSA) Statement of income and expenditure and changes in reserves and fund balances for 2006 as at 31 August 2006 in (United States dollars)	
Income	
Voluntary contributions*	145,440.58
Interest income	35,163.79
Other/miscellaneous income	1,077,404.97
Unassigned	299.65
Total income	**1,258,308.99**
Expenditure	
Staff and other personnel costs	896,482.26
Travel	71,596.80
Contractual services	86,604.66
Operating expenses	56,405.20
Acquisitions	13,982.42
Total direct expenditure	**1,125,071.34**
Programme support costs	64,224.56
Total expenditure	1,189,295.90
Excess/shortfall of income over expenditure	69,013.09
Reserves and fund balances, beginning of period	1,244,087.90
Reserves and fund balances, end of period	**1,313,100.99**
Statement of assets, liabilities, reserves and fund balances as at 31 August 2006	
Assets	
Cash and term deposits	206,667.11
Cash pool	1,246,212.02
Voluntary contributions receivable	24,646.89
Other assets	9,614.98
Total assets	**1,487,141.00**
Liabilities	
Inter-fund balances payable	4,202.40
Unliquidated obligations	169,135.12
Other accounts payable	702.49
Total liabilities	174,040.01
Reserves and fund balances	
Cumulative surplus	1,313,100.99
Total reserves and fund balances	**1,313,100.99**
Total liabilities, reserves and fund balances	**1,487,141.00**

* The Voluntary contributions amount does not include a contribution from the Government of the Dominican Republic in the amount of US$241,236, which has been received but not yet recorded.

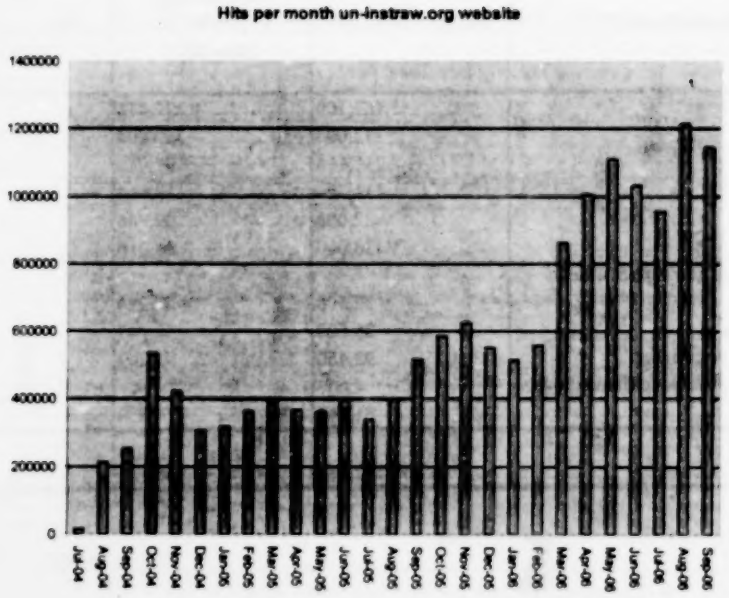
Table 2: INSTRAW Total Budget Implementation during the biennium 2004-2005

Object of Expenditures	Budget 2004-2005	Incurred Operational Expenditures 2004-2005	Uncommitted Balance
Staff and other personnel costs	1,162,100	1,222,473	(60,373)
Consultants	312,000	269,004	42,996
Official travel of staff	210,150	197,917	12,233
Contractual services	131,300	119,814	11,486
Expert group meetings	22,000	9,866	12,134
Maintenance of premises	38,000	36,016	1,982
Maintenance of equipment, furniture & other operating expenses	32,500	27,224	5,276
Communications	39,600	38,747	853
Acquisition of supplies & equipment	98,450	96,209	2,241
Programme support costs payable to the United Nations Secretariat	81,844	76,839	5,005
TOTAL	2,127,944	2,094,110	33,734

Table 3: INSTRAW Budget Implementation 1 January - 31 July 2006

Object of Expense	Budget 2006	Incurred Operational Expenditures 1 Jan-31July	Balance to cover Expenditures during period 1 Aug - 31 Dec 2006
Staff and other personnel costs	747,800	316,019	431,781
Consultants	195,000	158,332	36,668
Official travel of staff	78,000	26,230	51,770
Contractual services	105,000	50,243	54,757
Expert group meetings	16,000	17,428	(1,428)
Maintenance of premises	25,000	7,643	17,357
Maintenance of equipment, furniture & other operating expenses	45,000	6,638	38,362
Communications	22,000	4,267	17,733
Acquisition of supplies & equipment	30,000	12,408	17,592
Programme support costs payable to the United Nations Secretariat	50,552	23,968	26,584
TOTAL	1,314,352	623,178	691,174

Annex I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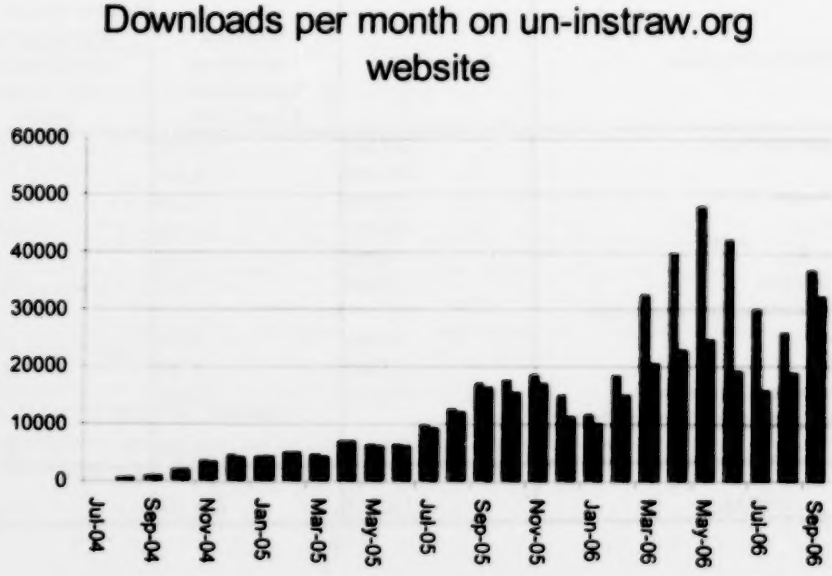
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Nov-04
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Mar-05
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Jul-05
Sep-05
Nov-05
Jan-06
Mar-06
May-06
Jul-06
Sep-06

Annex II

INSTRAW Achievements 2004-2006

The Institute's research, information and capacity-building activities are inter-linked within a continual cycle of analysis, learning and action (policy change) which in turn, allows for flexibility/adaptations to meet the needs of emerging elements and new manifestations of gender issues. Along these lines and within the selected priority areas of research, training, communication and institutional development, the following are the results of its work programme during the period 2004-2006.

I. Research

Four priority areas for research have been established: Gender, migration, remittances and development; Governance, and women's political participation at the local level; Gender, peace and security; and Gender mainstreaming.

A. Gender, migration, remittances and development

The following have been developed:

- A **conceptual framework** that includes:
  - an analysis of the linkages between gender, migration, remittances and development
  - fact sheets
  - glossary
  - directory of organizations
  - bibliography
  - international agreements
  - news about related events
- A **methodology** that serves as the basis for the case studies in different countries.
  The case studies will produce guidelines, tools and specific materials for incorporating the gender perspective into the programmes, projects and materials of key initiatives that link gender, remittances and development. In addition, the case studies will contribute to a deeper analysis of the theme and will generate comparative data for the design of programmes, projects and polices that will contribute to improving the lives of women migrants.
- A **Case study** in Vicente Noble, Dominican Republic
- **Case studies in Colombia** and **the Philippines** are currently underway. Case studies for countries in the Maghreb region and Southern Africa are being considered for funding.

The following have been published:

On-line:	- **Conceptual framework** on gender, remittances and migration with numerous resources (English, French and Spanish) - **Methodology**: *Crossing Borders: gender, remittances and development* (English and Spanish) - **Case study**: *Gender, remittances and development: the case of women migrants from Vicente Noble, Dominican Republic* (English and Spanish) - *Migration, Remittances and Gender in the Dominican Republic: Women's Contribution to Development* paper from the *New Voices New Perspectives* series (English)
In print:	- **Methodology**: *Crossing Borders: gender, remittances and development* - **Case study**: *Gender, remittances and development: the case of women migrants from Vicente Noble, Dominican Republic* (English and Spanish)
On CD:	- **Conceptual framework** on Gender, remittances and development: including all the resources listed above (English and Spanish) - **Methodology**: *Crossing Borders: gender, remittances and development*
On DVD:	- **Video** on *Gender, remittances and development: the case of migrant women from Vicente Noble, Dominican Republic* (English and Spanish)
All documents are available on the Institute's website http://www.un-instraw.org	

B. Governance and women's political participation at the local level

The following have been developed:

- **Conceptual framework** which includes:
  - background

- an analysis of women's political participation at the local level
- fact sheet
- glossary
- directory of organizations
- bibliography
- international agreements
- news on related events

- **Project: "Strengthening governance with a gender perspective and women's political participation at the local level".**
  Duration: 3 years
  Includes: 12 countries in Latin America
  Funding: AECI
- **Research study:** *Women's political participation at the local level in Latin America*
- **Research study:** *New local machinery for women in Latin America*
- **Comparative Research study** on *affirmative action to promote women's political participation* in selected countries in Europe and Latin America. The study analyzes national mechanisms that lead to the incorporation of women in national decision-making forums.
- **Research study:** *The political participation of indigenous women in the processes of governance and local government* (Bolivia, Colombia, Ecuador, Guatemala and Peru)
- A series of **analytical studies** in selected project countries are underway.

The following have been published:

On-line:	- **Conceptual framework** with numerous resources (English, French and Spanish) - Project **website** – www.participacion-politica.org containing all project information, resources and studies (Spanish) - **Research study**: *Women's political participation at the local level in Latin America* (Spanish) - **Research study**: *New local machinery for women in Latin America* (Spanish) - **Mapping** of countries with information related to theme (Spanish) - **Research study**: *Political participation of indigenous women in the processes of governance and local government* (Bolivia, Colombia, Ecuador, Guatemala and Peru) (Spanish) - *Decentralization and Women's Empowerment at the Local Level in the Philippines* from the *New Voices New Perspectives* series (English) - *Mujeres y participación política: El desencanto por la política o la nostalgia por lo comunitario* from the *New Voices New Perspectives* series (Spanish) - *Quota Systems and Women's Participation: Lessons from Water Policy in Nepal* from the *New Voices New Perspectives* series (English) - *Creating Spaces for Change: Women's Empowerment and the Case of Panchayati Raj in India* from the *New Voices New Perspectives* series (English) - *Performances of Resistance: Women's Struggle for Political Power in Cambodia* from the *New Voices New Perspectives* series (English)
In print:	- *Agenda desde lo local* – a tool with relevant indicators allowing local governments to classify and self evaluate the status of their plans. The tool includes gender as a centerpiece for the achievement of social equality and sustainability in local governments (Spanish). - *Guía para el liderazgo* on the political participation of women at the local level which includes a trainer's guide in addition to a package of four modules to train participants. The trainer's guide contains materials to promote changes in the behaviour, attitudes and skills. The training package offers concepts, tools and other materials to orient women's leadership at the local level (Spanish).
On DVD:	- Video of the workshops on governance and women's political participation at the local level recently held in Mexico. The report includes interviews and the presentation of the findings (Spanish).
All documents are available on the Institute's website http://www.un-instraw.org	

C. Gender, peace and security

The following have been developed:

- **Conceptual framework** on Gender and Security Sector Reform which includes:
  - background,
  - an analysis of the need to include gender in security sector reform
  - fact sheets
  - glossary
  - directory of organizations
  - bibliography
  - international agreements
  - news on related events
- **Manual** to facilitate the preparation of national plans for the implementation of Security Council resolution 1325 on Women, Peace and Security
- **Directory** of research institutions working on gender and security issues
- Inter-agency **Working group on Gender and Security Sector Reform** to produce training tools, including briefing notes, on various topics
- **Virtual community** on Gender and Security Sector Reform for dialogue and the exchange of information
- **Advisory services** for UN and other entities to improve the participation of women and gender mainstreaming in peace operations

The following have been published:

On-line:	- **Conceptual framework** on gender and security sector reform with numerous resources (English, French and Spanish) - *Securing Equality, Engendering Peace: a guide to policy and planning on women, peace and security (SCR1325)* (English and Spanish) - *Forces for Good: Changing Masculinities in the UK Armed Forces* from the *New Voices New Perspectives* series (English) - *A Sight for Sore Eyes: Bringing Gender Vision to the Responsibility to Protect Framework* from the *New Voices New Perspectives* series (English) - *Responding to "Violence Against Women": How Development Interventions Address the Issue of Gender-based Violence* from the *New Voices New Perspectives* series (English)
In print:	- **Manual** *Securing Equality, Engendering Peace: a guide to policy and planning on women, peace and security (SCR1325)* (English and Spanish) - **Tool kit** for *programming an effective and appropriate response to violence against women at the level of the public security sector* (police, judicial system, etc.) within the Manual de Programación del Sector de Seguridad en Latinoamérica undertaken in collaboration with UNDP (Spanish)
All documents are available on the Institute's website http://www.un-instraw.org	

D. Gender mainstreaming

The following have been published:

On-line:	- **Compilation** of some 300 resources (summaries, policies, plans, guides and manuals) on gender mainstreaming, in addition to a section on lessons learned and good practices, produced by agencies and organizations, national machineries for women's rights and gender equality, gender offices within the United Nations, and other international organizations. (English, French and Spanish) - **Glossary** of common terminology utilized in gender mainstreaming (English, French and Spanish).
All documents are available on the Institute's website http://www.un-instraw.org	

2. Training

The following have been developed:

- **The first wiki devoted specifically to gender training and capacity-building**

  Wiki is an interactive information system through which NGOs, associations, research institutions, governmental institutions, United Nations agencies and the private sector can announce their courses, publications and other gender training materials.

- **Directory** of gender training institutions

- **Virtual seminars** on gender and security sector reform, ending men's violence against women, violence against older persons, and gender, new information and communication technologies, and gender and the prevention/resolution of conflicts.

- **Training in the Dominican Republic**

  Courses have been developed in collaboration with Secretaría de Estado de la Mujer (SEM) [Ministry for Women], la Universidad Autónoma de Santo Domingo (UASD) [Autonomous University of Santo Domingo], Instituto Tecnológico de Santo Domingo (INTEC) [Technological Institute of Santo Domingo], la Red Dominicana de Periodistas con Perspectiva de Género [Dominican Network of Journalists with a Gender Perspective], y el Colegio Dominicano de Periodistas [Dominican College of Journalists].

  Seminars with Dominican civil society have been held on Gender and Migration, Young women, and Gender and persons with disabilities.

The following have been published:

On-line:	- **Wiki** on gender training which contains references to courses and training materials (English and Spanish, French will be available soon) - **Directory** of gender training institutions (English and Spanish) - **Manual** *Lend a Caring Hand* provides family caregivers with a tool adapted to their context and specific needs that will increase their technical skills in order to improve the home-based care of people living with HIV/AIDS, and help the caregivers themselves feel more comfortable with their roles. (English, Haitian Creole, French and Spanish) - **Virtual seminars** on *Gender and Conflict Prevention/Resolution* (November –December 2004), and *Gender and Security Sector Reform* (October-November 2004) (English)
In print:	- **Manual** *Lend a Caring Hand* (English)
All documents are available on the Institute's website http://www.un-instraw.org	

*3. **Information and Communications***

- A series of overview reports on the **12 Critical Areas contained in the Beijing Platform for Action**. The reports were prepared with two objectives in mind: i) to highlight successful experiences, or "best practices" for addressing gender equality issues at the local, national and international levels; and ii) to identify priority areas for future action. The reports were presented as part of a comprehensive online guide to the Beijing Review and Appraisal process in 2005, and distributed on CD-ROM.

- A bi-monthly **newsletter on gender issues** is disseminated to thousands of people (English, French and Spanish)

- **Press kits** that include fact sheets, specialist interviews, frequently asked questions and other materials prepared for all of the Institute's activities

- **A series of interviews** with notable persons appears on the Website, looking at such topics as migration, violence against women, and women ad energy

- An **interactive gender and media network** was recently launched to bring together more than 3000 journalists interested in gender issues from all over the world

- **Constant improvements to website so that it becomes central to communications and knowledge on gender**

The objectives of transparency and accessibility are met through the website, which contains all information on the background, mandates and work of the Institute. All information is permanently updated in three languages: English, French and Spanish. During April, May, June, July, August and September 2006, more than **one million** visitors per month have been registered to the website.

4. Institutional development

We are building a **sustainable, transparent, efficient and innovative institute** that sets **an example for good governance**. All reports and documents are published on the Institute's website.

Partnerships are sought with governments, other entities of the United Nations system, universities and civil society organizations.

- Collaboration has been established with UN system agencies. Agreements have been signed with UNESCO, UNIFEM, UNITAR, and MINUSTAH
- Funding support for projects has been obtained from AECI, DPKO, IFAD, IOM, UNDP, UNFPA, InMUJERES (Mexico) and from various governments.
- Joint activities have been undertaken with IDB, UNDP
- Collaboration has been undertaken with Dominican institutions
- Partnerships have been formed with organizations such as UN Volunteers, CANADEM and the UN Association in Canada for sponsorship of experts and interns. INSTRAW has received 31 interns representing many different nationalities.
- Continual preparation of project documents

Enclosure III to the letter dated 8 November 2006 from the Chargé d' affaires a.i. of the Permanent Mission of Spain to the United Nations addressed to the President of the General Assembly

INSTRAW Staffing Situation*

Report by the Director of the Institute

I. Introduction

1. The present report contains information on the staffing situation of INSTRAW in response to a request received from the Board at its third session held on 18 May 2006.

II. Current Staffing configuration

2. The current staffing configuration originates in the Secretary-General's report A/54/500 endorsed by the General Assembly in its resolution A/RES/51/140. This staffing configuration consists of four posts at the Professional and Director levels (D-2, P-3, P-2, P-2) and five General Service posts (GS7, GS6, GS6, GS5, GS3). Table 1 presents more details on the level of these posts while Figure 1 presents the organizational positioning of the posts.

3. Through amendments made to the INSTRAW Statute in 2003 by virtue of ECOSOC resolution 2003/57, the post of Deputy Director (D-1 level) was established subject to the availability of resources. The Deputy Director would oversee the daily operations of the programming and administrative support units at INSTRAW headquarters.

4. Although the post of Deputy Director was added to the staffing configuration, resources related to this post have not been available. Therefore, it has not been filled.

5. A post at the P-2 level was approved for Computer/Electronic Data Processing Officer in 2004, but due to budgetary restrictions, resources for this post have not been available and the post has not been filled.

6. In order to provide the Institute with the needed services in information technologies, one of the General Service posts –a secretarial post at the GS-5 level- was reclassified to Information Technology Assistant at GS-6 level.

7. Administrative support and services are provided to the Institute by the Associate Administrative Officer (P-2) with the support of four General Service staff members.

Functions of core posts

8. The functions of the core posts have been clearly defined in documents such as the Statute of INSTRAW and the INSTRAW Internal Manual on Operations. The latter contains an ideal staffing configuration which would allow the Institute to better comply with its mandates and was prepared as part of the internal planning process.

9. Due to the restricted size of the core staff, the current staff members are performing functions of positions usually ranked at higher levels. For example, the Social Affairs Officer (P-3) performs the functions of the Deputy Director (D-1) in the management of the

* Previously issued under the symbol INSTRAW/EB/2006/R.7 (English, French and Spanish only).

Institute's research and capacity-building programmes and acts as Officer-in-Charge in the absence of the Director. The Information Officer (P-2) performs the functions of the Information/Communication Coordinator (P-5) in addition to the functions assigned to the current post held. In absence of a Training Coordinator (P-5), these functions are being covered by the Social Affairs Officer and by the Associate Information Officer. The Programme Assistant (GS-7) performs the functions of the Liaison Officer (P-2) and some of the functions of the Associate Research Officer (P-2) in addition to the functions assigned to the current post held.

10. The Associate Administrative Officer (P-2) performs the functions of administration with the assistance of General Service staff (GS-6 and GS-5).

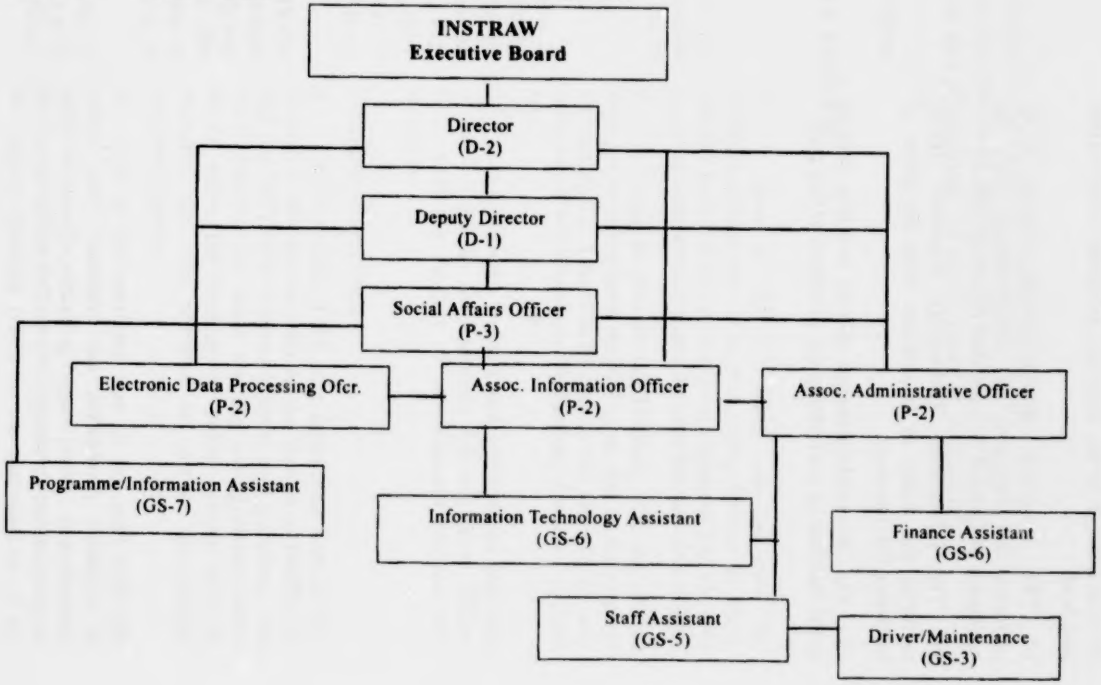
11. The Information Technology Assistant (GS-6) performs the duties in accordance with the terms of reference for this posts.

12. The Driver/Maintenance (GS-3) provides support to the Institute by performing the functions of this post.

Table 1. Approved INSTRAW posts

Title	Level
Director	D-2
Deputy Director	D-1
Social Affairs Officer	P-3
Assoc. Information Officer	P-2
Assoc. Admin. Officer	P-2
Electronic Data Processing Officer	P-2
Programme/Info Assistant	GS-7
Finance Assistant	GS-6
Info. Technology Asst.	GS-6
Staff Assistant	GS-5
Driver/Maintenance	GS-3

Figure 1. Organizational configuration (approved posts)



Enclosure IV to the letter dated 8 November 2006 from the Chargé d' affaires a.i. of the Permanent Mission of Spain to the United Nations addressed to the President of the General Assembly

Implementation of the Resource Mobilization Strategy*

Report by the Director of the Institute

I. Introduction

1. The present report contains information on the activities undertaken by INSTRAW in implementing the recommendations of the Subcommittee on the Resource Mobilization Strategy as approved by the Board at its third session held on 18 May 2006 (INSTRAW/EB/2006/R.2). This report covers activities undertaken during the period from June to October 2006.

II. Implementation of the Resource Mobilization Strategy

A. Actions undertaken to enhance the visibility of INSTRAW

2. As pointed out by the Subcommittee in its report "Recommendations of the Subcommittee of the Executive Board of INSTRAW on the Resource Mobilization Strategy" (INSTRAW/EB/2006/R.2), enhanced visibility must be considered as the key pre-condition and enabler for an effective fund-raising strategy (paragraph 4).

3. In compliance with the recommendation on the strategic circulation of published results from INSTRAW's projects, the Institute capitalized on the numerous events related to the High-Level Dialogue on International Migration and Development (New York, 14-15 September 2006) that were held throughout the year. In this regard, emphasis was placed on the publication of results from the Institute's research on gender, migration, remittances and development.

4. Beginning with the Commission on the Status of Women (NY, 28 February-10 March 2006), INSTRAW presented conceptual material on gender and remittances and preliminary information from the Dominican Republic case study to delegations and other participants, as well as an exhibit that featured the video documentary on remittances in Vicente Noble. An INSTRAW side-event during the CSW launched the preliminary results of the case study and the documentary video. The Institute also actively participated at the Population Commission (NY, 3-7 April 2006) which focused its discussions on the issue of international migration and development.

5. INSTRAW presented its publications and materials on gender and remittances to other events such as the ECOSOC Panel discussion on International Migration and Development (Geneva, 4 July 2006), and the Encuentro Iberoamericano sobre Migración y Desarrollo (Madrid, 18-19 July 2006).

6. The Institute's work on gender and remittances was also presented at the DESA Symposium on International Migration and Development (Turin, 28-30 June 2006); the Panel discussion on International

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Migration and Development (Geneva, 4 July 2006); the ECOSOC Roundtable ministerial breakfast on the "Gender Dimensions of Labour Migration" (Geneva, 5 July 2006); the ECOSOC 2006 Substantive Session (25 July 2006); and the Regional Consultation on Migration, Remittances and Development in Latin America and the Caribbean (Santo Domingo, 27-28 July 2006).

7. Wide media coverage was given to the launching of INSTRAW's case study on gender and remittances in the Dominican Republic, including radio, television and the Internet. Press coverage and interviews included a televised interview with CNN Español.

8. Media coverage on INSTRAW's activities in Gender, migration, remittances and development has been published in numerous newspapers, news websites and mailing lists. For example, the InterPress Service published the following on 25 September 2006: "Some 13,000 people have emigrated from the town to Spain since 1990, and three out of five of them have been women, according to the study "Gender, remittances and development: The case of women migrants from Vicente Noble, Dominican Republic", released on Sep. 6 by the Untied Nations International Research and Training Institute for the Advancement of Women (INSTRAW), which has its headquarters in this Caribbean island nation." [http://www.ipsnews.net/news.asp?idnews=34874H].

9. INSTRAW's new website on Gender, governance and women's political participation has been widely covered with on-line news items published by ADITAL – Noticias da America Latina e Caribe; CIMAC Noticias, One World and PR Noticias (Madrid), among others.

10. The recent publication of *Securing Equality, Engendering Peace: A guide to Policy and Planning on Women, Peace and Security*, was announced on numerous international sites including the DPKO Peacekeeping best practices website [http://www.un.org/Depts/dpko/lessons/] and the Women's Human Rights Net [http://www.whrnet.org/highlights_archive.php].

11. In August, INSTRAW launched the first "wiki" devoted specifically to gender training and capacity building. Wiki is an interactive information system through which NGOs, associations, research institutions, governmental institutions, United Nations agencies and the private sector can announce their course, publications and other gender training materials. It was initially launched in English and Spanish, and will soon be available in French.

12. In the first three weeks that the INSTRAW Gender Training Wiki was online, there were more than 10,000 hits to the website recorded. In addition, 28 links (as at the writing of this report) to the Wiki have been added to external websites of UN entities, NGOs and training websites worldwide.

13. Other recent products such as "Securing Equality, Engendering Peace: A guide to policy and planning on women, peace and security," INSTRAW's new *Gender, Peace and Security Directory* and the launching of the website for the INSTRAW project on Governance and Women's Political Participation at the Local Level (http://www.un-instraw.org/participacionpolitica), were also strategically announced through numerous media networks with a view to increasing visibility of INSTRAW. As a result, statistics on the number of hits to the INSTRAW website in general and these sections in particular, have increased (see charts in Annex I).

14. INSTRAW has also increased its visibility in the Host Country through the celebration of the first International Women's Film Festival on the occasion of the 30th Anniversary of the Institute.

15. In compliance with the Board's recommendation and in addition to the communications strategy implemented for each of INSTRAW's programme outputs, a publication/communication component has been included into every project prepared and promoted by the Institute.

16. INSTRAW has continued forging partnerships with other members of the United Nations system. During the period under review, collaboration agreements have been signed with PAHO/UNDP/UNFPA/UNIFEM and UNITAR. These agreements are oriented towards the building of synergies and coordination of programmes. In addition, agreements for specific projects have been signed with DPKO, IFAD, IOM-Colombia, and UNFPA.

B. Actions taken to implement the recommendations of the Subcommittee

17. INSTRAW has continued to carry out some of the suggested actions to increase funding from traditional sources. In this regard, the INSTRAW Director contacted representatives of Governments to inform them of the Institute's work and ask for support.

18. INSTRAW has approached donor Governments with requests for assistance for a project on Institutional Development and on the post of Deputy Director. The Government of Mexico has contributed US$100,000 for the project of Institutional Development of INSTRAW.

19. INSTRAW has received support from CANADEM, which receives funding from the Canadian Government, for the placement of qualified people through the Institute's Internship programme. Canadian interns work at INSTRAW for six-month periods. Sponsorship of interns is also being negotiated with the United Nations Association in Canada.

20. The Institute is working with the UN Foundation with a view to facilitating INSTRAW's fund-raising activities from other sources such as the private sector.

21. The Institute is confident that with the support of the Executive Board, its Trust Fund Reserves will increase over the mid-term period 2007-2010.

Annex I – Website statistics